

PO Box 995
1550 Gadsden Street
Columbia, SC 29202
www.dew.sc.gov



Mark Sanford
Governor

John L. Finan
Executive Director

Dear Sponsor/Exhibitor

The Governor's State Workforce Investment Board is pleased to announce that the State Workforce Development Partnership Symposium will be held beginning at **12:00 pm, Monday, January 31, ending at 12:00 pm, Wednesday, February 2, 2011** at the Myrtle Beach Marriott Resort and Spa at Grande Dunes. The symposium is a major training event for the state's workforce development partners and typically draws more than 300 participants.

We are excited to offer you the opportunity to participate as a sponsor and/or exhibitor of your products and services at the 2011 symposium. Sponsorship levels are being offered for businesses at three levels: **Gold - \$4,000, Silver - \$2,000 and Bronze - \$1,500** as detailed in the enclosed information. Each sponsorship level offers your business great exposure.

Also, **Exhibitor Only Opportunities are available for \$599 until October 29th**. After October 29th, exhibitor only prices will increase to \$650.

We hope you will be a part of making this a successful symposium. If you are interested in sponsoring and/or exhibiting at this year's symposium, please complete the enclosed **Sponsor/Exhibitor Registration Form and Exhibitor Agreement Form**. Return with applicable payment by **October 29, 2010**. Exhibit space will be equipped as indicated in the enclosed information and will be issued on a first-come, first-serve basis.

We look forward to your participation at this year's symposium. If you have questions or need additional information, contact Chanda Byrd at (803) 737-2671 or cbyrd@dew.sc.gov.

Sincerely,

Margaret Torrey
Deputy Executive Director
Employment and Training

MT:cjb
Enclosures



***2011 Workforce Development Partnership Symposium
January 30 – February 2, 2011***

GOLD Luncheon Event Sponsor \$4000 (2 Available)

As a Networking Event sponsor, whether it is the Opening Luncheon or Awards Luncheon, your organization will get pre-symposium recognition and on-site publicity. You will receive continuous recognition as a sponsor throughout the symposium.

Included in the Luncheon Event Sponsorship:

- 2 complimentary registrations (access to all symposium events)
- 2 pieces of literature in the registration package
- “Two Minute Drill” participation opportunity
- All Silver Sponsor benefits
- All Bronze Sponsor benefits
- Recognition during opening luncheon and throughout symposium

SILVER Networking Reception Sponsor \$2000 (1 Available)

As a Networking Reception sponsor, your organization will get on-site publicity. Included in the Networking Reception Sponsorship:

- 1 complimentary registration (access to all symposium events)
- 1 piece of literature in the registration package
- “Two Minute Drill” participation opportunity
- All Bronze Sponsor benefits
- Company logo in symposium program booklet

BRONZE Sponsor \$1500 (2 Available)

As a Tuesday or Wednesday Breakfast Event sponsor, you will receive:

- All Exhibitor benefits
- Custom sponsorship sign at the specified event

Exhibitor Only Opportunity \$599 before October 29th

Registration and Set-up: Monday, January 30, 8:00 am-12 noon

Booth Size: One 8 x 8 exhibit booth

Includes: Skirted 6' table, two chairs

Also Included In Each Exhibitor Opportunity:

- Two booth attendee registrations
- Networking opportunities that include all sessions, breakfasts, lunches, breaks, and the reception networking event
- Registration bag and complete symposium materials

**Exhibit booth assignments are based on a first-come, first-serve basis.*



SOUTH CAROLINA DEPARTMENT OF EMPLOYMENT AND WORKFORCE

2011 Workforce Development Partnership Symposium

SPONSOR/EXHIBITOR REGISTRATION FORM

Company Name: _____

Mailing Address: _____

Contact Person: _____

Phone Number: _____

Email: _____

Sponsorship *(Please check preferred sponsorship level)*

Level (Please check one): ☐ Gold (\$4,000) ☐ Silver/Networking Reception (\$2,000) ☐ Bronze (\$1,500)

Please check one: ☐ Opening Luncheon ☐ Tuesday Breakfast ☐ Awards Luncheon ☐ Wednesday Breakfast

☐ *Exhibitor

Representative 1 Name: _____ **Title:** _____

Representative 2 Name: _____ **Title:** _____

Description of Product/Service:

Do you need an electrical outlet(s) (110)? *(additional fee may apply)* Yes _____ No _____
How many? _____

Other equipment and set-up needs *(additional fee will apply)*

Please indicate the functions you plan to attend:

Rep 1 Rep 2

Opening Plenary 1/31 _____

Networking Reception 1/31 _____

Breakfast 2/1 _____

PWPA Awards Luncheon 2/1 _____

WIA Awards Dinner 2/1 _____

Breakfast 2/2 _____

***Exhibitor Only Registration Fees:**

Registration (2 representatives) \$599

After October 29, 2010 \$650

Each Additional Representative \$ 75

Please send registration form and payment to:

S.C. Workforce Development Partnership Symposium • Chanda J. Byrd •

SC Department of Employment and Workforce • Employment & Training Division •

PO Box 1406 • Columbia, SC 29202 • (803) 737-2671

Internal Office Use Only:

Total Number of Attendees paid for with this Check or PO: _____

Date Received: _____ Check Number: _____ PO#: _____ Amount: _____

Exhibitor Information

2011 Workforce Development Partnership Symposium

EXHIBIT PROCEDURES

All pallets and shipments over (75) pounds must be shipped to a drayage company; Please let me know if you need assistance with arrangements.

Boxes must be addressed as follows:

Myrtle Beach Marriott Resort at Grande Dunes
8400 Costa Verde Drive
Myrtle Beach, SC 29572
Hold for: *(Receiver's Name/Group Name)*

Storage & Handling Fees are available through the Hotel as follows:

<u>Package Size</u>	<u>Delivery</u>	<u>Ship</u>	<u>Storage</u>
Envelope	\$3.00	\$2.00	\$2.00
1-25 Lbs.	\$7.00	\$5.00	\$5.00
26-50 Lbs.	\$15.00	\$10.00	\$10.00
51 Lbs. & over	\$25.00& up	\$15.00& up	\$15.00& up
Display Cases	\$35.00	\$20.00	\$20.00

EXHIBIT SET-UP

Monday, January 30, 2010 8:00 AM - 12:00 PM

EXHIBIT SHOW DATES

Monday, January 30, 2011 12:00 PM - 5:00 PM
Tuesday, February 1, 2011 8:00 AM - 5:00 PM
Wednesday, February 2, 2011 8:00 AM- 11:30 AM

EXHIBITS DISMANTLE

All exhibit display materials must be dismantled by 12 Noon on Wednesday, February 2, 2011.

EXHIBIT SPACE RENTAL

The following is included in your exhibit rental:

1. One (1) 6' skirted table with two (2) chairs
2. Wastebasket
3. General overhead hotel lighting
4. Standard heating and/or air conditioning

EXHIBIT SPACE RENTAL

The exhibit rental does not include:

1. Drayage
2. Decoration
3. Guard/Security services
4. Labor
5. Gas or water supply
6. Extra Lighting and Electrical power (110 Volt standard \$55.00 each)
7. Gas or water supply



EXHIBITOR AGREEMENT FORM

2011 Workforce Development Partnership Symposium

Myrtle Beach Marriott Resort and Spa at Grande Dunes

January 31 – February 2, 2011

By signing this agreement, I am agreeing to participate as indicated.

I shall be fully responsible to pay for any and all damages to property owned by Myrtle Beach Marriott Resort and Spa at Grande Dunes, its owners or its managers which result from any act or omission of mine.

I agree that my liability shall include all losses, costs, damages, or expenses arising from, out of, or by reason of any accident or bodily injury or other occurrences to any person or persons, including myself, agents, employees, and business invitees which arise from or out of my occupancy and use of the exhibition.

I understand that exhibit space is by reservation and no space will be held until the full fee is paid.

I understand that exhibit space will be assigned at the sole discretion of the SC Department of Employment and Workforce.

Exhibitor Name: _____

Signature/Authorized Agent: _____

Printed Name: _____ **Date** _____